

TUG HILL COMMISSION

MINUTES OF MEETING

Central Square, New York

January 25, 2016

Chairman Bogdanowicz opened the meeting at 10:04 a.m.

Opened

Commission members included Mdm. Chereshnoski and Messrs. Vigus, Boxberger, Bogdanowicz, and Yerdon. Staff included Mrs. Malinowski, Mrs. Decker, Mr. Street, CTHC Circuit Rider Mrs. Kimball, NorCOG/SRCG Circuit Rider Mr. Baxter. Guests – USDA Area Specialist Jeffrey Archer (Marcy) and Eric Johnson (Watertown); Carole Kupelian – Constantia; Vern Sundet – West Monroe Supervisor; Linda House – Central Square; Glenn Donnelly, Greg Rigby and Scott Chatfield – Central NY Raceway Park; Tim Kelley - Amboy; Ken Sherman – Central Square Mayor.

Attendance

On a motion made by Commissioner Boxberger and seconded by Commissioner Vigus members approved the agenda as presented.

Agenda Approved

On a motion made by Commissioner Vigus and seconded by Yerdon, members approved the minutes of December 15, 2015.

Minutes Approved

Chairman's report followed.

Chairman's Report

Commissioner Bogdanowicz thanked the CNY Raceway for their presentation on the race track project which is planned to open in October

Welcome

Chairman Bogdanowicz gave an update that the commission is included in Governor Cuomo's budget with the same appropriations and staffing levels as last year. This is good news. This is a busy time of year for the commission. Staff is working with newly elected officials for training, helping municipalities implement grant funding they received, helping prepare the next round of grant applications, and numerous requests for planning assistance. Preparations for the 27th Local Government Conference at the end of March are well underway. This year the keynote will be motivational speaker from Saranac Lake. He was our keynote speaker about 10 years ago.

This is an exciting time, we have new leadership in the Governor's office and we look forward to working with them and bringing the commission to a new level. We need to do a better job as commissioners to focus on what the commission will look like in five or ten years. We have lived through challenging times it was just four years ago the commission got kicked out of the Governor's budget. The future of commission will be helping municipalities as times will get tough for communities and we need to be able to provide them assistance.

Katie's name was given to the Governor's office last month for the executive director position. Governor Cuomo's office has approved her appointment. We have not received any returned paperwork from appointments, however Division of Budget has signed the Budget Director's Approval (BDA) form. Chairman Bogdanowicz asked for motion to appoint Katie Malinowski executive director of the Tug Hill Commission.

On a motion made by Commissioner Yerdon and seconded by Commissioner Chereshnoski members resolved to formally appoint Mrs. Malinowski to the position of executive director of the Tug Hill Commission.

Resolution 2016-1

Executive Director's report followed.

Executive Director's Report

Mrs. Malinowski updated members on the 2016-17 budget proposal, a copy of which is in the commissioners' packets. We received news in December that our long-time budget officer has moved on to a different state agency. However we have a new contact for now and will keep in close contact with DOB as things transition.

Administration

Felicia Passino has been out for a few weeks as her husband had surgery. Carla Malmgren is now back to full time. Mrs. Malinowski will move forward to work on filling the Associate Director position she held prior to becoming executive director.

In your packets is the vision statement, mission statement and operating philosophy for review. The last time this was reviewed was ten years ago. We can discuss updating it at the March commission meeting. Commissioner Boxberger offered that the word "assist" is not mentioned in the operation philosophy and felt it should be in the wording.

In your packets are copies of articles on the Jefferson County Stormwater Coalition and GIS that were in the local newspaper as well as a letter to the editor on Land Use Planning submitted by Chairman Bogdanowicz. The commission continues to work several municipalities, the Jefferson County Soil & Water Conservation District, and Jefferson County Planning through the Stormwater Coalition. The town of Lowville decided not to participate in the proposed State Archives grant with the Development Authority of the North Country. The commission's GIS system continues to evolve as technology changes, as it has since its start in the 1990's.

In the News

At the commission staff meeting last month we discussed the possibility of utilizing Facebook for social media for the commission. Mrs. Malinowski asked commissioners for thoughts. Commissioner Cheresnoski felt it could be useful and more people might stumble across the commission as it would be another audience. Commissioner Vigus felt it would be a good idea as more people are apt to visit Facebook than a website. Commissioner Yerdon felt it could be useful to find information. Commissioner Boxberger does not use social media and had no comment. Chairman Bogdanowicz asked Mrs. Malinowski to gather more information from agencies that are using Facebook.

Facebook

Headwaters will be published by the end of March. This is on track and we hope to continue to keep it on track with this timeline as it is our annual report and should be done during this time as stated in our executive law. We are discussing changing the format. A draft will be sent electronically for commissioners to review.

Headwaters

The Justice Court Consolidation paper is almost done. Mrs. Kimball and Mr. Johnson did a great job! The paper will be available on our website. A news release will go out as well.

Justice Court Consolidation

Dignitary letters are scheduled to be mailed out next week for the Local Government Conference. Staff continues with planning preparations.

Local Government Conference

Mrs. Malinowski will meet with newly elected officials over the next few months, working with the circuit riders to arrange visits.

Newly Elected

<p>Mrs. Garrett from Tug Hill Tomorrow Land Trust and Mrs. Malinowski attended a meeting on January 22nd with the new Garrison Commander at Fort Drum. This was an opportunity to bring him up to date on the ACUB program. Funding was also discussed. Mrs. Malinowski has also been in contact with Senator Schumer’s office for funding. A meeting with Kathy Moser, NYS DEC is planned for February.</p>	<p>ACUB</p>
<p>In your packets is a copy of a proposed rule from DEC on conservation easement modifications.</p>	<p>EBFC</p>
<p>In your packets is a draft meeting invite for a meeting on February 29th that the commission is hosting to discuss the TIR properties that are currently for sale. These are the former Harden properties. We want to share information about community forests with the towns, and hear what the towns would like to see in the future.</p>	<p>Community Forest</p>
<p>In your packets is a copy of a request for proposals from ANCA (Adirondack North Country Association) for the woodbasket project. ANCA is still working to secure funding for this analysis.</p>	<p>Woodbasket</p>
<p>The 480b proposal to modify 480a was not included in the Governor’s budget. We will continue to monitor it.</p>	<p>480a</p>
<p>We continue to work with DANC on broadband. New wireless technology is being tested with Mohawk Networks.</p>	<p>Broadband</p>
<p>Mr. Dietrich is has heard about a state pilot program regarding GIS through his work with the NYS GIS Association. Which county it would be in has not been determined. He will continue to learn more. Commissioner Talgo suggested Oneida County.</p>	<p>GIS</p>
<p>The Herrings dissolution work continues and is on track. Mrs. Amyot and Mrs. Malmgren have been assisting the village. In your packets is a newspaper article about the dissolution.</p>	<p>Herrings</p>
<p>In your packets is information on the NYSERDA Uniform Solar Permit. We are getting the information out and to see if there is interest from communities for funding.</p>	<p>NYSERDA</p>
<p>Lyons Falls BOA Step 3 is underway. We have been working with the BOA program for a long time. Mrs. Harvill continues to work on this project.</p>	<p>Lyons Falls</p>
<p>Mr. Baxter - NorCOG/SRCG – Town budgets have been completed. Villages are starting to work on budgets now. New supervisor in the town of Amboy and they are back to a full board. The town of Constantia supervisor who was appointed when Chuck Gilke passed has now been elected. The FitzPatrick Nuclear Power Plant in Oswego closing will be a huge impact for the towns. It will be a challenging year ahead. Mr. Baxter and Mrs. Malinowski attended the Oswego County Community Development Task Force meeting in December.</p>	<p>COG Report</p>
<p>Ken Sherman, Village of Central Square Mayor – The village is working on bringing the waste water treatment up to speed. The current system is 25 years old. They are working with a few agencies at the state level. They also appreciate the assistance of Mr. Baxter.</p>	
<p>Vern Sundet, Town of West Monroe Supervisor – The race track project has pushed the town’s sewer project along and they hope to have it completed in November.</p>	

Tim Kelley, Town of Amboy – The town is having difficulties filling ZBA and planning board position. It would be nice to see some young people from the town to come forward and get involved. Kathy Wilkinson is the new supervisor and has been good to work with.

In your packets is the 2016 Commission meeting calendar with the updates of staff that will provide a presentation or report for that month.

Staff Report

Mr. Street - Provided a report on zoning training. A state statute has been in effect for several years that mandates planning and zoning training for appointed officials. Many communities participate in Tug Hill training sessions to meet the requirement. People prefer evening sessions so our staff efforts have been to bring 2-hour evening training sessions to the municipalities. When working with our local governments we can be specific to their needs. Sometimes they invite other municipalities to join in the training. Whatever that particular local government wants to do we will work with them to provide the training. Mr. Street has put together training packets on several topics. He also provides 2-hour training certificates to participants upon completion.

In your packets is the 2015-16 financial statement. There have not been many changes since the last statement. We anticipate salary savings since we have had a vacant position for several months. We may need to replace some equipment and make a few other larger purchases as we get closer to year's end.

Finance Report

Chairman Bogdanowicz thanked the village of Central Square for hosting the commission meeting. He welcomed everyone to the meeting and introductions were made as the raceway presentation preceded the meeting. Chairman Bogdanowicz opened the meeting for public comment.

Public Comment

Jeffrey Archer, USDA – There is money available for projects if municipalities can work together.

Mrs. Kimball – Boylston appointed Ann Stacy as the new supervisor after the newly elected supervisor resigned. Port Leyden appointed Heather Collins as mayor. Mrs. Malinowski will be meeting with Heather. Mrs. Kimball is planning a later visit.

There being no further business before the board, on a motion made by Commissioner Vigus and seconded by Commissioner Boxberger members adjourned the meeting at 11:35 a.m.

Adjourn

Respectfully Submitted,

Tom Boxberger
Secretary